Systems Management Domain Subcommittee
Meeting Minutes from 3/9/04

Attendees:

Lee Foster   Eric Pinckney
Russell Collier   Doug Mader
Dietra Thomas   Debbie Dunn
(***Not present***: *Dave Gerth, Charlie Zeberlein, Floyd Stayner, John Ward and Jim Scurry*)

-Meeting scribe: Debbie Dunn

-Minutes from the last meeting were reviewed and approved.

Business Discussion:

-Reviewed summary of meeting w/Gartner analyst on 3/2/2004.
Group expressed desire to have additional agencies participate in the 'Brick's inventory.

-Group discussed using Gartner Taxonomy or sticking with the current disciplines. All present decided to stay with current disciplines.

All present discussed issue of determining costs for proposed infrastructure for each discipline. It was a suggested that costs be stated based on specific scenario(s) since there are too many dependencies to represent all cases.

-Discussed procedures for subcommittee team member proposals. If an idea is presented and not accepted by a member(s) of the group, the rebuttal shall be presented by the dissenter(s) during the next meeting one month later.

-In reference to a new 'bricks baseline'…each member is expected to present the questions needed for their particular discipline at the next subcommittee meeting in April 2004.

- Debbie will ask the Budget & Control Board's Office of Human Resources for a list of agencies and number of staff and will also attempt to obtain information about IT staff at each agency.

-Dietra presented a rough draft for the Disaster Recovery Discipline. She asked that all members review the material and give her feedback.   She reviewed the information contained in the draft, explained key points and would like suggestions on wording in the Implications and Dependencies portion of the draft. Doug suggested having examples or appendices of a D.R. plan (high level) showing steps/processes and perhaps references of possible vendors.
        In reference to disaster recovery, Dietra mentioned the mantra "If it's gone, how do you get it back?"
        Dietra will email her draft to all members of the committee.

Next meeting: Tuesday, April 6, 2004, at 2pm, at the Dept. of Revenue.